



ISO 9001 Certified

200 HARDMAN AVENUE NORTH
SOUTH ST. PAUL, MN 55075
800-456-7777 / 651-451-6666 / FAX 651-451-5929

APPLICATION FOR CREDIT

Invoicing Information:

Shipping Information:

Name: _____

Name: _____

Address: _____

Address: _____

Phone: () _____ Fax: () _____ Website URL _____

Tax Exempt # _____ (If exempt from sales tax complete MN Sales Tax Exemption)

Federal Taxpayer ID # _____

Purchasing Agent: _____ Accounts Payable: _____

Date Established: _____ Years at Location: _____

Type of Business: _____

Corporation Limited Liability Co Partnership Sole Proprietor Other _____

Invoices are sent electronically please provide an email or fax number for your preference.

Contact: _____

Email address for invoices _____

Fax # for invoices _____

Purchase orders required: Yes / No

Backorders accepted: Yes / No

Statements required: Yes / No

Receiving / Unloading Information

Receiving contact: _____ Receiving Phone: _____

Receiving Hours: _____ Receiving Days : _____ Call ahead Y / N

Unload type: Overhead Crane Forklift Rear Forklift Side Hand Unload

Max Bundle Weight _____ Special Packaging _____

Officers, Owners, and/or Partners:

Name: _____ Title: _____ S.S. # _____

Address: _____

Name: _____ Title: _____ S.S. # _____

Address: _____

References

Bank 1

Name: _____ Contact: _____

Address: _____ Phone: _____

_____ Fax: _____

Account number(s) _____

Bank 2

Name: _____ Contact: _____

Address: _____ Phone: _____

_____ Fax: _____

Account number(s) _____

Trade References

Name: _____ Phone: _____

Email Address: _____ Fax: _____

Name: _____ Phone: _____

Email Address: _____ Fax: _____

Name: _____ Phone: _____

Email Address: _____ Fax: _____

Name: _____ Phone: _____

Email Address: _____ Fax: _____

Terms and Conditions of Sale for all Open Accounts:

1. Open Account Terms are 1/2 % 10, Net 30. Discounts taken by customer and/or received by SSPSS, after the 10-calendar day discount period, will not be allowed and discounted amount(s) will remain as balances due on the account until paid in full.
2. All past due accounts will be charged a 1 ½% per month (18% per annum), or the maximum amount allowable by law, as a late charge for all invoices not paid within SSPSS "Net 30" terms, on all past due account balances. Late charges as provided herein will continue to accrue at the stated rate until the entire past due balance, including all accumulated late charges, are paid in full by customer.
3. Any Customer account that remains in a past due state for more than 30 days (i.e., 60 days beyond invoice date) will not be allowed further deliveries or will calls on an "open account" basis. Such Customer accounts will be placed in C.O.D. status until entire account balance is paid current by Customer. Removal of Customer from C.O.D. status and restoration of "open account" status shall be at the sole discretion of SSPSS credit management.
4. Any Customer account that remains in a past due state for more than 30 days (i.e., 60 days beyond invoice date) may be placed for collection by SSPSS, as deemed necessary in its discretion, either with an outside collection agency or with an attorney. In the event Customer's account is placed for collection, Applicant herein agrees to pay all costs and expenses associated with such collection proceedings, including but not limited to collection agency fees, costs, disbursements, and reasonable attorney's fees.
5. Any decision to grant credit to Applicant, and any amount of credit extended to Applicant pursuant to this agreement, shall be at the sole discretion of SSPSS, and is subject to change, alteration, cancellation or revocation at any time by SSPSS, at its discretion, without prior notice to or consent by Customer.
6. For "New Businesses" which have been in business for less than three years prior to the date of this Application for Credit, or for other Applicants at the discretion of SSPSS credit management, SSPSS may require execution of a Personal Guaranty by Applicants owners, officers, and/or directors as a condition of granting credit to Applicant.
7. Applicant acknowledges and agrees that any term, provision or condition of this credit agreement may be waived in writing at any time by SSPSS, at its discretion, and further acknowledges and agrees that any waiver or failure by SSPSS to enforce any term, provision or condition of this agreement shall in no way be construed to be a waiver of such provision, nor in any way to affect the right of SSPSS to enforce each and every provision of this agreement in the future.
8. By signing this Application for Credit, Applicant acknowledges receipt of and agrees to the General Terms and Conditions of Sale which are attached to this Application for Credit, and which are incorporated herein by reference, and which appear on the reverse side of each invoice issued by SSPSS.
9. Applicant acknowledges and warrants that information and representations made in this Application for Credit are true and correct, and further agrees that by acceptance of any future extension of credit granted by SSPSS, at any time, Applicant reaffirms and acknowledges the correctness of the information and representations in this Application for Credit. Applicant agrees to promptly notify SSPSS of any material change in the information and representation provide herein.

Signature: _____ **Title:** _____

Name: (please print) _____ **Date:** _____

This Application for Credit must be signed by an owner, corporate officer, partner, or by a duly authorized employee or agent of Applicant, whose signature hereon is a representation that said individual is a duly authorized to bind Applicant to the terms of sale stated herein.

PERSONAL GUARANTY AND CREDIT REPORTING

I, _____ (Guarantor) (whose Social Security Number (SSN) is _____), residing at _____, for and in consideration of South St Paul Steel Supply Company Inc.'s (hereinafter "Company") extending credit at Guarantor's request to _____ (hereinafter "Customer"), of which I am _____, hereby personally guarantee to Company the payment of any debt or obligation of Customer to Company and Guarantor hereby agree to bind himself/herself to pay Company on demand any sums which may become due to Company by the Customer, whenever the Customer shall fail to pay the same. It is understood that this guaranty shall be continuing and irrevocable guaranty and indemnity for such indebtedness of Customer. Guarantor does hereby waive notice of default, nonpayment, and notice thereof and consents to any modification or renewal of the credit or credit agreement hereby guaranteed. Guarantor hereby agrees that the extension of credit by Company to Customer is to the personal benefit of Guarantor, and binding on his/her heirs, successors and assigns. Guarantor agrees to waive any and all suretyship defenses. Guarantor further agrees to pay the Company all costs and expenses which are incurred by Company in order to enforce this guaranty, including all costs of collection and attorney's fees and costs, whether or not litigation is commenced.

Guarantor acknowledges that Company reserves the right to check information about Customer and Guarantor, including Guarantor's personal credit information and the personal credit information of Customer's principals, before setting up an account for Customer. Guarantor agrees that Company may set up an account for Customer. Guarantor agrees that Company may release information to others, such as credit reporting agencies and other creditors, about Company's experience with Customer and Guarantor. Company may periodically re-investigate Customer's and Guarantor's credit worthiness by obtaining credit reports or by directly contacting others who have this type of information.

Dated this _____ day of _____, 20_____.

Signature: _____

Print Name: _____

Personal Guarantor